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Minutes

Council on University Planning and Budget

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1995

March 22, 1995

Committee on University Planning and Budget

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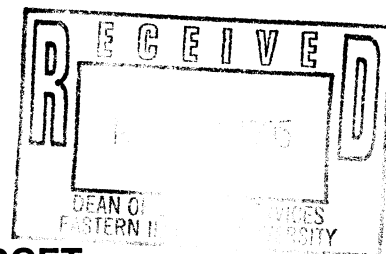
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Office of the President  
Eastern Illinois University  
March 28, 1995



**MINUTES**  
**COUNCIL ON UNIVERSITY PLANNING AND BUDGET**  
**MARCH 22, 1995**

Voting Members Present: John Allison, Alan Baharlou, Sandy Bingham-Porter,  
Rori Carson, Wayne Chandler, Pat Fewell, Michael Goodrich,  
Joan Gossett, David Greenstein, Ted Ivarie, Alphonso Joyner, Shirley Moore, Mark  
Shaklee, James Quivey, Norman Spencer, James Tidwell, Anita Thomas, Terry Tomer.

Staff Present: David Jorns, Kim Furumo, Jill Nilsen, Maxine Clayton

Others Present: Bobbie Hilke for W. Hutson, Carol Strode for T. Weidner

Absent: John Flynn, Frank Hohengarten, Wilburn Hutson,  
Jeff Kochis, Rob Mandeville, Ted Weidner.

Agenda:

- Dr. Nilsen opened the meeting, indicating that the focus will be on Cycle II articulated plans and a discussion of the umbrella strategic plan developed earlier.
- Ms. Furumo noted that the April 12 meeting will include the distribution of planning priority materials for FY96. She told something of how the process will work; persons with projects to be funded will be invited to address CUPB at that meeting. The projects will be prioritized for funding at the April 26 meeting. At that time the rankings for FY97 capital projects will also be discussed. Carol Strode noted that changes in capital projects after a certain time will be "next to impossible."

Cycle II Plans:

- Questions concerning the priority list were posed -- Dr. Jorns explained that last year's priorities will rise to the top; the next priorities will come from the new list gleaned from cycle II articulated plans for projects which have risen from the departments, through the Deans/Directors, Vice Presidents, President, and President's Council. Dr. Jorns noted that this process will not be used in the future. Dean Ivarie indicated that the Deans have concerns about carrying low-ranked priorities forward from one year to the next; they feel CUPB should start over each year. Dean Moore questioned the priority being given to the campus master plan and indicated that the Deans are not in support of that item as a planning priority.

Dr. Quivey asked about the fact that CUPB is indiscriminately funding everything from last year, which means that the priorities applied by CUPB mean nothing--they only cause a delay in funding. Dr. Jorns reiterated that the process will be modified in the future.

- Dr. Nilsen discussed the planning process and discussed several questions which have been posed. She indicated that the experience of one year has been valuable; some processes will be changed as a result of the Cycle I experience.

- Dr. Baharlou and Dr. Carson asked that some more detailed information be made available concerning performance indicators. Dean Ivarie indicated that there is some confusion about whether the process was top-down or bottom-up, and questioned the process which causes "wish lists" to be developed with little hope of funding; in retrospect he feels that we may have created some false expectations at the departmental level, and he expressed the hope that wish lists might be kept at not more than 10% above reality. There was some discussion of other problems which negatively affect a given unit's planning process.
- Dr. Jorns discussed some of the philosophy behind decentralized budgeting and the fact that the areas where a deficit exists must make up the deficit since funds are no longer held centrally.
- Dr. Allison expressed a wish that the planning process does not become top-down; he noted some advantages of "dreaming a bit."
- President Jorns described a possible new concept in budgeting which would require that areas make a case for a certain percent of their base budget rather than just rolling base budgets forward each year automatically. There was discussion of this concept; Ms. Bingham-Porter said she felt this process would pit the various units on campus against one another.
- There was discussion of how performance indicators are used; are they used the same across the campus? Dr. Nilsen explained the process by which the various departments determine the most important PI's for their area. Sources of data for FTE indicators were discussed; there are some misunderstandings which are now being corrected.
- Dean Moore indicated that she would like to see some kind of handbook developed for use in the planning process. She also asked that the calendar be coordinated with other major requirements so that there is as little conflict as possible. Dean Moore also asked how university assessment fits into the planning process; Dr. Nilsen indicated that assessment and performance indicators are very similar and seem to be inter-related processes.
- Dean Ivarie asked about the contingency budget for unanticipated needs; Dr. Jorns noted that we must have some contingency fund identified and it is sometimes necessary to use planning funds for university-wide emergencies.

Strategic Plan Document:

- Dr. Nilsen asked for review of the umbrella plan which was developed earlier. It is time to go back and look at the document to see if it still applicable and meets our needs. She suggested that CUPB might want to address this item in the Fall.

Maxine Clayton  
Administrative Assistant